



**International Boundary and Water Commission
United States and Mexico
United States Section**

JOB OPPORTUNITY ANNOUNCEMENT

Position: Civil Engineer, GG-0810-05 or 07 or 09 or 11

Candidates who applied under the previous announcement 06-25 MUST reapply to receive consideration.

Announcement Number: 06-52

Salary Range: \$32,755 - 66,209

Issue Date: July 24, 2006

Closing Date: Open until filled, First cut-off date: August 24, 2006

Area of Consideration: All United States Citizens and Government-wide (refer to Section 3 below regarding who may apply)

Section 1. POSITION BACKGROUND

Organization: Lower Rio Grande Flood Control Project

Location: Mercedes, Texas

FLSA: Non-exempt (up to the GG-9 level)

Position Potential: GG-11

Full Time: Yes

Bargaining Unit: Excluded

Position Duties.

Grade 5 and 7 levels: The incumbent serves as a Civil Engineer performing a limited scope of engineering assignments in the preparation of the full position potential. Duties consist of, but are not limited to, the following: assists in the preparation of designs, writing specifications, and drafting of requirements for specific tasks; assists in providing technical direction concerning day-to-day survey activities; maintains and inputs data collected by Global Positioning System (GPS) unit into a computer system; inspects construction and modification work performed on Project features and structures; serves as the contracting officer's representative (COR) for specific conventional government construction and service contracts; performs field inspections; provides realty oversight duties; and assists in providing technical direction concerning the day-to-day hydrologic activities of the project. Performs other duties as assigned.

Grade 9 and 11 Levels: The incumbent serves as a Civil Engineer performing a full scope of engineering assignments in support of hydrologic, flood control and operations and maintenance activities. Performs, but not limited to, the following duties: prepares designs, specifications, and drafting requirements for a variety of engineering works; provides technical direction concerning day-to-day survey activities for the Project; Inspects construction and modification work performed on Project features and structures; serves as the contracting officer's representative (COR); performs realty oversight duties; performs hydrologic oversight duties; and assists management in overseeing water quality sampling programs in conjunction with the Texas Clean Rivers Program. Performs other duties as assigned.

Working Conditions: The office work is generally performed in an adequately lighted, heated, and ventilated area. The field work involves exposure to widely variable weather conditions and exposure to open stream flows in the performance of hydrologic duties.

Physical Effort: The office work typically is sedentary in nature. However, the field work requires regular and recurring walking over rough or uneven terrain, long periods of standing, stooping, bending, and climbing during the conduct of surveys, inspections and hydrologic duties. Routinely operates a half-ton truck, three-quarter-ton truck, and/or sport utility vehicle in the performance of field work, including construction inspection duties.

Section 2. AGENCY INFORMATION

The USIBWC. The United States Section of the International Boundary and Water Commission United States and Mexico (USIBWC), is an international agency categorized as an independent bilateral organization within the federal government. There are various field offices located along the boundary with the headquarters office in El Paso, Texas. The USIBWC is responsible for providing environmentally-sensitive, timely and fiscally-responsible boundary and water services along the United States and Mexico border region while sustaining an atmosphere of binational cooperation and by being responsive to public concerns. You can obtain detailed information about the USIBWC by visiting our website: <http://www.ibwc.state.gov>.

Section 3. WHO MAY APPLY

Applications will be accepted from all United States citizens, from current status United States Section, International Boundary and Water Commission (USIBWC) employees; status transfer eligibles from other federal agencies; reinstatement eligibles; eligible displaced or surplus Federal employees; and disabled individuals eligible for excepted service appointments; accommodations will be made for qualified applicants or employees with disabilities, except when doing so would pose an undue hardship on the employing agency, (those needing reasonable accommodation for any part of the application and hiring process, should notify the Human Resources Office at 1-800-262-8857 ext. 4117 or (915) 832-4117, or by email at cindyriverz@ibwc.state.gov). Usually to have status, an individual must be currently employed in a permanent (career or career conditional) position, or have been employed in a permanent federal service position and be entitled to reinstatement. In addition, veterans who are preference eligibles or who have been separated from the armed forces under honorable conditions after three years or more of continuous active service may apply. All qualification, legal, and regulatory requirements must be met as of the closing date of this announcement.

Section 4. QUALIFICATION REQUIREMENTS

If you meet basic eligibility requirements, your application will be subject to further evaluation to determine the degree that you possess the necessary knowledge, skills, abilities, and other characteristics needed to perform the duties of the position.

Education and/or Experience Requirements:

Grade 5 - The basic requirements listed below.

Grade 7 - One year of graduate level education, or superior academic achievement, or 1 year of specialized experience at least at the grade 5 level, in addition to the basic requirements listed below.

Grade 9 - Two years of progressively higher level graduate education leading to a master's degree or master's equivalent graduate degree, or 1 year of specialized experience at least at the grade 7 level, in addition to the basic requirements listed below.

Applicants must submit a copy of their college transcript or a list of college courses that includes hours and grades.

Specialized Experience. Experience that equipped the applicant with the particular knowledge, skills, and abilities to perform successfully the duties of the position, and that is typically in or related to the work of the position to be filled. To be creditable, specialized experience must have been equivalent to at least the next lower grade level in the normal line of progression for the occupation in the organization.

Basic Requirements:

A. Degree: professional engineering. To be acceptable, the curriculum must: (1) be in a school of engineering with at least one curriculum accredited by the Accreditation Board for Engineering and Technology (ABET) as a professional engineering curriculum; or (2) include differential and integral calculus and courses (more advanced than first-year physics and chemistry) in five of the following seven areas of engineering science or physics: (a) statics, dynamics; (b) strength of materials (stress-strain relationships); (c) fluid mechanics, hydraulics; (d) thermodynamics; (e) electrical fields and circuits; (f) nature and properties of materials (relating particle and aggregate structure to properties); and (g) any other comparable area of fundamental engineering science or physics, such as optics, heat transfer, soil mechanics, or electronics; **Or**

B. Combination of education and experience--college-level education, training, and/or technical experience that furnished (1) a thorough knowledge of the physical and mathematical sciences underlying professional engineering, and (2) a good understanding, both theoretical and practical, of the engineering sciences and techniques and their applications to one of the branches of engineering. The adequacy of such background must be demonstrated by one of the following:

1. Professional registration--Current registration as a professional engineer by any State, the District of Columbia, Guam, or Puerto Rico. Absent other means of qualifying under this standard, those applicants who achieved such registration by means other than written test (e.g., State grandfather or eminence provisions) are eligible only for positions that are within or closely related to the specialty field of their registration. For example, an applicant who attains registration through a State Board's eminence provision as a manufacturing engineer typically would be rated eligible only for manufacturing engineering positions.

2. Written Test- Evidence of having successfully passed the Engineer-in-Training (EIT) examination, or the written test required for professional registration, which is administered by the Boards of Engineering Examiners in the various States, the District of Columbia, Guam, and Puerto Rico. Applicants who have passed the EIT examination and have completed all the requirements for either (a) a bachelor's degree in engineering technology (BET) from an accredited college or university that included 60 semester hours of courses in the physical, mathematical, and engineering sciences, or (b) a BET from a program accredited by the Accreditation Board for Engineering and Technology (ABET) may be rated eligible for certain engineering positions at GS-5. Eligibility is limited to positions that are within or closely related to the specialty field of

the engineering technology program. Applicants for positions that involve highly technical research, development, or similar functions requiring an advanced level of competence in basic science must meet the basic requirements in paragraph A. Because of the diversity in kind and quality of BET programs, graduates of other BET programs are required to complete at least 1 year of additional education or highly technical work experience of such nature as to provide reasonable assurance of the possession of the knowledge, skills, and abilities required for professional engineering competence. The adequacy of this background must be demonstrated by passing the EIT examination.

3. Specified academic courses--Successful completion of at least 60 semester hours of courses in the physical, mathematical, and engineering sciences and in engineering that included the courses specified in the basic requirements. The courses must be fully acceptable toward meeting the requirements of a professional engineering curriculum as described in paragraph A.

4. Related curriculum--Successful completion of a curriculum leading to a bachelor's degree in engineering technology or in an appropriate professional field, e.g., physics, chemistry, architecture, computer science, mathematics, hydrology, or geology, may be accepted in lieu of a degree in engineering, provided the applicant has had at least 1 year of professional engineering experience acquired under professional engineering supervision and guidance. Ordinarily there should be either an established plan of intensive training to develop professional engineering competence, or several years of prior professional engineering-type experience, e.g., in interdisciplinary positions. (The above examples of related curricula are not all-inclusive.)

Evaluation factors:

You are **required** to respond to the evaluation factors listed below for the highest grade level for which you are applying. On separate sheets of paper, **(A)** fully describe your experience in working with the element; **(B)** describe where and how you obtained your education/training in the element; and **(C)** describe the most complex issues with which you have dealt.

Grade 5 or 7 Level:

1. Knowledge of the principles, methods, and techniques of the civil engineering field in order to prepare designs, specifications, and drafting requirements, coordinate modification plans and designs, develop cost estimates, and conduct engineering studies.
2. Basic knowledge of surveying principles, methods, and practices sufficient to monitor, review, and direct a variety of survey work such as precise levels, silt surveys, construction surveys, right-of-way surveys, topography surveys; and update survey data collected by electronic field book; and maintain data collected by Global Positioning System (GPS) unit.
3. Basic knowledge of construction inspection standards and practices sufficient to read and interpret plans and specifications to ensure compliance with acceptability of materials, methods, and workmanship. Supplemental skill in serving as the contracting officer's representative (COR) for construction and service contracts.
4. Basic knowledge of real estate principles and practices sufficient to research and provide right-of-way information, review, finalize, and compose draft licenses, update license index

maps and various realty files, and preform records research.

5. Basic knowledge of hydrologic methods, and techniques in order to oversee the collection, compilation, and computation of hydrologic and related data.
6. Skill in interpersonal relations, including oral and written communications, in order to effectively interact with a variety of individuals.

Grade 9 and 11 levels:

1. Advanced knowledge of the principles, methods, and techniques of the civil engineering field in order to prepare designs, specifications, and drafting requirements, coordinate modification plans and designs, develop of cost estimates, and conduct engineering studies.
2. Knowledge of surveying principles, methods, and practices sufficient to accomplish the following: direct survey work such as precise levels, silt surveys, construction surveys, right-of-way surveys, and topography surveys; furnish vertical and horizontal control data, levee and channel grades, right-of-way and properties ties; plot land, structure, and channel survey data; prepare computations for linear dimensions, area configurations, and volumetric measurements etc. Knowledge of Global Positioning System (GPS) to update survey data collected by electronic field book; and maintain data collected by GPS unit.
3. Knowledge of construction inspection standards and practices sufficient to read and interpret plans and specifications to ensure compliance with acceptability of materials, methods, and workmanship. Supplemental skill in serving as the contracting officer's representative (COR) for construction and service contracts.
4. Basic knowledge of real estate principles and practices sufficient to research and provide right-of-way information, review, finalize, and compose draft licenses, update license index maps and various realty files, and preform records research.
5. Knowledge of hydrologic methods, and techniques in order to oversee the collection, compilation, and computation of hydrologic and related data, review the reliability of rating curves, compile and analyze data, develop and update hydrographs, and assist management in overseeing the operation and maintenance gaging stations and water quality sampling programs.
6. Advanced skill in interpersonal relations, including oral and written communications, in order to effectively interact with a variety of individuals.

Section 5. APPLICATION PROCEDURES
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General Application Information. It is your responsibility to ensure the accuracy and completeness of your application. An incomplete application or one that is not completed in accordance with instructions found in this JOA will subject you to being found ineligible. It is the practice of the Human Resources Office not to contact an applicant for further information, documentation, or required materials. Do not submit letters of recommendation, training records, position descriptions, copies of awards, etc., unless they relate directly to the job for which applying. An individual concerned in examining an applicant for, or to a position in the agency may not receive or consider a recommendation of the applicant by a Senator or Representative, except as to the character or residence of the applicant. All material that you submit in response to this

JOA will become part of the Promotion and Internal Placement Program files and will not be returned; therefore, be sure to make copies of your application material before submission. The USIBWC does not maintain an applicant supply file. The use of government property, the USIBWC internal mail distribution, or government franked envelopes to apply for a federal position is prohibited and subject to fines as prescribed by law.

Obtaining application forms. You may obtain forms needed to apply under this JOA by downloading them from the USIBWC's website at: <http://www.ibwc.state.gov> or by calling the Human Resources Office at 1-800-262-8857 ext. 4727 or 915-832-4727 to have the forms mailed or faxed to you. Due to heightened security measures, you should not request application forms in person at a USIBWC facility.

Submitting application forms. It is highly recommended that you mail your application to the following address:

USIBWC
Human Resources Office
4171 North Mesa, Building C, Suite 100
El Paso, Texas 79902

If mailed, your application must be postmarked by the closing date noted in this JOA. Applications submitted "online" (through the internet) or faxed are not accepted. Due to heightened security measures, the hand-delivery of applications to the USIBWC is discouraged. If hand-delivered, you must do the following: place the application in a sealed envelope; address the envelope to the USIBWC Human Resources Office annotating the date and time on the upper right hand corner; and leave the envelope with the security officer on duty. Neither the security officer nor the USIBWC will assume responsibility for misplaced or misdirected hand-delivered applications. A hand-delivered application must be received by the security officer by the closing date and not later than 3:00 p.m. MT.

Required Forms and Documents. You must submit all of the following forms and documents in order to be found eligible for consideration under this JOA:

1. Standard Form 171, Application for Federal Employment; OR Optional Form 612, Optional Application for Federal Employment; OR any other format such as a resume with the specific information required by Optional Form 510, Applying for a Federal Job;
2. Optional Form 306, Declaration for Federal Employment;
3. IBWC Form 336, Ability to Drive Safely;
4. A copy of your college transcript(s) or a list of college courses that include hours and grades.
5. If you are a Promotion, Reassignment, Reinstatement, or Transfer Eligible, you must submit the following:
 - a. Copy of Standard Form 50, Notice of Personnel Action, which reflects your eligibility (status); and
 - b. Copy of your most recent performance rating/evaluation.
6. If you are a Veteran eligible, you must submit the following:

- a. Form DD-214, Proof of active military service, dates of service, and condition of discharge;
and
 - b. If applicable, Standard Form 15, Application for 10-point Veteran Preference with required documentation.
7. If you are a Disability eligible, you must submit the following:
- a. Certification from the appropriate State Vocational Rehabilitation Agency that you have the ability to perform the position duties, are physically qualified to do the work without risk to yourself or others, and are competent to maintain yourself in a work environment.
 - b. If you are veteran who is qualified for the position, you must have retired from active military service with a disability rating of 30 percent or more, or be rated by the Department of Veterans Affairs within the last year as having a compensable service - connected disability.
8. If you are a Surplus or Displaced Federal Employee, you must submit the following:
- a. A copy of the agency notice as proof that the requirements of 5 CFR 330.605 for CTAP and 5 CFR 330.704 for ICTAP are met; and
 - b. You must annotate your application to reflect that you are applying as CTAP or ICTAP eligible.

Optional Application Checklist. As you go through the process of completing your application, it is advisable that you use the following checklist to ensure your application is complete:

- ☐ SF 181 - Ethnicity and Race Identification. The SF 181 is an optional form used for equal opportunity data collection and analysis throughout the federal government. Upon receiving your application package, the Human Resources Office staff will detach the SF181 from the application package and forward it directly to the Equal Employment Opportunity Office. The form thus will not be used in the application evaluation process.
- ☐ Standard Form 171 or Optional Form 612 or a complete resume;
- ☐ Optional Form 306;
- ☐ IBWC Form 336;
- ☐ Copy of Transcript(s) (If applicable);
- ☐ Response to evaluation factors;
- ☐ Copy of Standard Form 50 (if you are a Promotion, Reassignment, Reinstatement, or Transfer Eligible);
- ☐ Copy of your most recent performance rating/evaluation (if you are a Promotion, Reassignment, Reinstatement, or Transfer Eligible);
- ☐ Form DD-214 (if you are a Veteran Eligible);

- ☐ Standard Form 15 (if you are claiming 10-point Veteran Preference) with required documentation;
- ☐ A copy of the agency notice as proof that the requirements of 5 CFR 330.605 for CTAP and 5 CFR 330.704 for ICTAP are met (if applicable);
- ☐ Certification from the appropriate State Vocational Rehabilitation Agency (if applicable);
- ☐ Documentation provided by the Department of Veterans Affairs stating that you are retired from active duty service with a disability rating of 30 percent or more (if applicable).

Section 6. BASIS FOR RATING

The information you provide in your response to the evaluation factors will be heavily relied upon in the rating process.

For CTAP AND ICTAP, well-qualified means that the applicant meets the qualification standard and eligibility requirements for the position, meets minimum educational and experience requirements, meets all selective factors where applicable, and is able to satisfactorily perform the duties of the position upon entry.

Section 7. GENERAL INFORMATION FOR POTENTIAL CANDIDATES

Position Potential. If you are selected and the position is filled below the full performance level, you may be promoted without further competition until the full performance level is reached. Promotion is neither automatic nor guaranteed. Promotion will be based upon your supervisor's certification of your demonstrated ability to perform the duties of the higher graded position in a fully successful manner, as well as you meeting all other requirements for promotion. If there are intervening situations affecting the classification of the position between the time of advertisement and the time that promotion(s) may be due, the advertised promotion potential is void.

Appointment: This is an excepted service position. An interchange agreement between USIBWC and the United States Office Personnel Management permits employees of USIBWC who do not have tenure in the competitive civil service to move between the USIBWC's excepted service positions and other agencies' competitive service positions on a noncompetitive basis.

Conditions of Employment. If you are selected for the position, you must meet all of the following conditions of employment (failure to do so will result in termination of your employment):

1. Official college transcript(s) must be submitted within 30 days after selection.
2. You must possess a valid state driver's license; have a good driving record; and meet the requirements for the issuance of a federal government operator's license. Driving records will be checked.
3. Salary payments will be made by Electronic Funds Transfer (EFT), known as Direct Deposit.
4. A background check will occur once you have accepted the position. If, at any time during your employment, you are found to have knowingly provided incorrect information with the intention of defrauding or misleading the agency to gain employment, your employment with the agency will be terminated.

If you are a new appointee to the federal civil service, you will be subject to a one year trial period. If you are appointed under the Veterans Recruitment Authority, you will serve a two year trial period. The purpose of the trial period is to provide the agency an opportunity to evaluate your conduct and performance on the job in order to determine if your appointment to the civil service should become final. Until the trial period has been completed, you will continue to be considered an applicant for an appointment. The trial period thus is to be considered a part of the job candidate assessment process and your appointment can be terminated at any time during the trial period.

Relocation Expenses. Relocation expenses may be paid by the U.S. Section, subject to availability of funds and in accordance with federal travel regulations.

Equal Opportunity Employer. The USIBWC is an Equal Opportunity Employer. Selection of a candidate shall be based on merit, potential, and job-related criteria and without discrimination because of race, color, religion, national origin, marital status, sex, age, non-disqualifying physical handicap, labor organization affiliation or non-affiliation, personal favoritism, sexual orientation, political affiliation, or any other non-merit factors.

Assistance. You may obtain additional information and assistance by contacting the Human Resources Office at 1-800-262-8857 ext. 4727 or 915-832-4727.

www.ibwc.state.gov
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